

**MARTIN CITY COUNTY WATER DISTRICT
BOARD OF DIRECTORS MEETING
May 25, 2017, LIETZ HALL, MARTIN CITY, MT
Minutes**

The meeting was called to order at 7:03 p.m. Present: Board Members Greg Doggett, Jacque Ferbrache, Fay Dowling, and Jim Zerbe; General Manager/Chief Operator Shane Pierson, and Clerk Victoria Zerbe.

The Minutes for April 20, 2017 were approved by unanimous consent.

For the Operator's Report, Shane Pierson reported that the water quality tests scheduled for 2017: arsenic, rad gross alpha, radiums combined, synthetic organic compounds (SOCs), and volatile organic compounds (VOCs), were taken May 2 and submitted. The Arsenic Test was analyzed as a ND or Not Detected result. Results of the remaining water tests take longer. The monthly coliform water test was satisfactory.

New customer Russ Pyles' installation was completed even though there were problems with valves #21 & 23, which would not shut off completely. A new Work Order will be issued for this problem. All but about 8 of the District's valves have been exercised. The final valves are near fire hydrants and will be exercised when the hydrants are flushed. Hydrant #8, damaged by a Flathead County Road Department snowplow, has been repaired, and the Road Department has paid the bill.

The General Manager also reported that the O & M Strategy was current. Kim Pier, account #41, and Andrew Bancroft, Account #95, were served 2-months past due notices. Shane received a bid of \$400 - \$500 for correlating the leaking pipe near sequence #320 across Highway 2. He will find out the additional cost for locating the entire line for the next meeting. The cost of the entire repair cannot be determined since it may consist of a simple patch in the galvanized pipe or a more extensive and expensive repair. The Chief Operator also reported that new legislation is possible that will result in heavy fines when U-Digs are mismarked. Only a few Work Orders are left to be completed.

In review of the System Reports for April, water loss percentage has been running in the low to mid-20 percentages. Water use is starting to creep up because it is Spring as shown in the Usage Report. Adjustments for the sale and turnover of Monty & Nonie Pruett's Southfork Inn to Winders' South Fork Saloon LLC was noted in prorations and transfers of deposits in the Adjustments Report. The Board reviewed the Rate Code Reports and the Usage and Loss Reports. Nothing unusual was noted in these reports. Water loss is closing in on 50% of 2016 figures as depicted in the Comparison Report.

The Clerk reviewed the District's financial statements for April 2017. Tax bill receipts from Flathead County deposited in Tax Roll Fund #7273 amounted to \$682.70. The Capital Investment Fund #7274 received \$304.94 in interest distribution. Both figures were reported in the Profit and Loss Statement. The Clerk brought to the attention of the Board the County Capital Fund 7274's balance of \$213,799.96 on the Balance Sheet. Capital Improvement funds will be allocated from these figures. There were no questions on the Clerk's time sheet.

The Disbursement Report for May 25, 2017 listed the \$1,000 transfer to checking from the

Maintenance Fund, and the \$1,000 transfer from the County Tax Fund #7273 to checking for Operations and Maintenance. A payment of \$949.96 to Northwest Pipe Fittings for Russ Pyles' new service installation was also listed on the report. **A motion to approve the Disbursement Report dated May 25 was made by Fay, seconded by Jacque, and unanimously approved by the Board.**

As proposed by the Board at last month's meeting, the Clerk sent detailed audits to Kevin Davey, Account #55, and Andrew Bancroft, Account #95, illustrating the amount of money that they spent in the past year on late fees. A letter explaining the audits, as well as an application for Auto Pay were included. The Past Due Reports were reviewed. Bancroft again was posted for two months past due. Charles Bennett is the new owner of the 2 properties formerly owned by Bobbie Kay Beach, who has passed away. New accounts have been set up.

A discussion followed on the expenses of both the Operator and the Clerk, for example, telephone calls, U-Dig follow-ups, invoice preparation, that are not being included in new service final bills to customers. The Board wants the two employees to go back and track approximate hours spent in these tasks in order to possibly add an administrative or processing fee to truly cover the costs of new installs.

Under Old Business, the Board President and the Chief Operator, along with A2Z Engineering, met with pre-bidders for the replacement work needed for the old 1½ inch line north of Old Hwy 2. Three bids ranging from a low of \$42,189.00 from Watson Excavation to a high of \$57,845.00 from AGC, Inc. were offered today. The engineering firm is comfortable with the bids, and the work will be completed within 60 days after the contract is signed. After further discussion, all Board Directors present approved Watson Excavation's bid and Board President Greg Doggett signing the contract. Shane will work as on-site manager, and Greg will meet with the General Manager and the Clerk to coordinate necessary activities.

No additional activity has been made on the sale of the District's surplus property at 3rd Ave.S.

There was no New Business. The District's next Board Meeting has been rescheduled for Thursday, June 22, 2017 at 7:00 p.m. As there were no other items to discuss, Jim made a motion at 8:15 p.m. to adjourn, and Fay seconded it; all agreed.

Respectfully submitted,